

OAKLAND COUNTY
Information Technology Leadership Group
Meeting Minutes

LEADERSHIP GROUP: Courts Leadership	MEETING DATE: 10/25/06
GOAL(S):	
RECORDING SECRETARY: Mary Larkin	

NEXT MEETING DATE: 1/24/07	TIME: 9:00 AM
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Members Present: Mary Larkin, Joanie Toole, Lawrence Obrecht, Barb Hankey, Diana Carver, Mike Wilk, Ed Poisson, Scott Oppmann, Dale Kukla, Lisa Langton, John Cooperrider, Rick Perry, Connie Spak, Phil Bertonini, Janette McKenna, Jim Verploeg

Discussion Points:

1. APPROVAL OF MEETING MINUTES from July 26, 2006
2. QUARTERLY STATUS REPORT – Vacant Position Report discussed – Page B.7
3. COMMON SERVICES LEADERSHIP GROUP STATUS: Page A.27-35
 - Imaging: Friend of Court Imaging completed
 - Data Warehouse E/A Trilium upgrades; Upgrading Access Oakland, including credit card payment option
 - eGovernment: Websphere upgrade; Visa auditing requirements now on separate servers; Oakland Co. Historical Society website created; Mobile Services website created with MSU Business College contributing; Upgrading portal infrastructure
4. TECHNICAL SYSTEMS & NETWORKING: Page A.46
ISP upgrade completed – bandwidth 5 times faster a ½ cost; new XP upgrades deployed countywide; Legacy WAN-deploying new equipment for T1 connectivity; New jury system utilizing thin client now; County campus Wi-Fi project underway, providing wireless access in some county campus hotspots; oakgov.com email rollout-IT will notify departments which users haven't converted yet, then previous address will be shut down; Jury upgrade system underway; PDA-market research strategy assessing device capability completed.
5. INTERNAL SERVICE STATUS: Page A.55
 - Wireless Oakland: remaining 5/7 pilots will be operational after Jan. 07;
 - Service Center Improvement goes live Feb. 07 – will track Help Desk calls on-line

6. PLANNED MAINTENANCE UPGRADES AND MASTER PLAN ACTIVITY STATUS:
Page A.1

- DMS Replacement: Begin work on 2nd phase of project Nov. 06;
- Vital Statistics Upgrade: Migrating from mainframe to Web;
- Jury System Upgrade: Utilizes voice-response system; completion expected Dec. 06; Circuit and some 52 District Courts will utilize;
- Real-Time Judgment of Sentence: Underway in Circuit Court now;
- Felony Bindover: Integrating with JIS system;
- Case Aging: Will track adjournments;
- Case Search: Free service through Clerk's Office for citizens to access case status information;

7. GOVERNMENT SERVICES LEADERSHIP GROUP: Page A.19

- Animal Census: Assisting with licensing process

8. MASTER PLAN ANALYSIS: Page C.1

Courts Group had 86% delivery rate. Incorporation of imaging project late in year, and merging with Governmental Services Group factored into delivery rate. Overtime, vacancy rate, and carry-forward hours of professional service also impact overall delivery percentages.

9. MASTER PLAN PRESENTATION 2007 – 2008

- Meeting Schedule for upcoming year – Page 6
- 78% of Courts Leadership requests were allocated; 646,606 available hours for all groups to share now;
- minutes from Leadership Group meetings are needed within one week of meetings so Master Plan can be adjusted as needed;
- Electronic Voting process: E-voting should be limited to urgent situations; members must first agree to proceed by email vote, then proceed with actual email voting; if members do not agree to proceed with email vote, then Chairperson will assemble a special meeting.

10. OFFICER ELECTIONS

Motion passed conuting existing officers:

Chairperson: Jim Verploeg

Vice Chairperson: Barb Hankey

Recording Secretaries: John Cooperrider and Mary Larkin

11. OPERATIONAL IMPROVEMENTS PHASE 3 – SIZE ESTIMATE PRESENTATION
2,576 hours needed for project; project deals with continuing dialing business of Circuit Court; ROI in Year 3.

12. VITALS CONCEALED LICENSE PERMITS – SIZE ESTIMATE PRESENTATION
Project involves merging Clerk's processes with O.C.S.D. and making it Web-based rather than mainframe-based; project requires 450 hours; no ROI; motion passed to move project to "Open Request."

13. IMAGING JUVENILE CONFIDENTIAL DOCUMENTS – RESIZED ESTIMATE PRESENTATION
Project resized from 800 hours to 210 hours through utilization of new technology rather than relying on mainframe; 3 year ROI.
14. COMPREHENSIVE ANIMAL CONTROL SYSTEM – REQUEST FOR SIZING
Motion passed to send this for sizing; paperwork for project wasn't distributed in time for our meeting; a special meeting will be called before our next scheduled meeting in Jan. 07 to discuss project.
15. ALTERNATIVE DISPUTE RESOLUTION PROJECT
Was submitted at last meeting; requires 2,775 hours; at present time, sufficient hours do not exist for project; project will be discussed in further detail at Jan. 07 meeting.
16. OPERATION IMPROVEMENTS PHASE 3
This project moves to "Open Requests."

Meeting adjourned at 11:45 AM.